



FINANCE COMMITTEE

Town of Grafton

30 Providence Road
Grafton, MA 01519
(508) 839-5335 x 1167

www.grafton-ma.gov

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April 14, 2016 approved minutes of the Finance Committee

Finance Committee
Public Meeting
Public Hearing
Conference Room F
Thursday, April 14, 2016
8:00 P.M.
Minutes

Public Meeting

Finance Committee Chairman Joel Schwendemann called the public meeting to order at 8:00 P.M.

Public Hearing

Motion: Sue Robbins moved that the Finance Committee open the public hearing.

Seconded: Roger Currier. All in favor. Motion carries.

The public hearing of the Finance Committee opened at 8:01 P.M.

Finance Committee

Present: Joel Schwendemann, Jennifer Dorazio, Roger Currier, Lisa Brovelli Kelley(8:01 P.M.)
Heather McCue, Ed Prisby, Sue Robbins.

Absent: Don Davison

Others present(please see the public hearing sign in sheet)

Annual Article 9

- DPW Building Facility Committee members
John Bechard, Dennis Flynn, Jim Maru, Bob Rodak are present to review Annual Article 9.
- Review of the project timeline since 2001.
Current location of the DPW property is confined by wetlands
- New facility construction will begin 2018
Cost effective operation
- 2016
Article 9 will be asking for the full amount of the project
The bulk of the money will be spent in 2020
The project will be done in phases
- Public awareness forums have been held about this project
4/30 and 5/6/16 are the next public awareness dates
former awareness forums- not well attended.
Concerns have been expressed from Conservation about the new location
- Discussion topics

This is considered a worthy project

Concerns expressed about the price of the building and the effects on the community

What is the cost of operating the new building compared to the cost of operating the existing building?

project cost comparisons:

What does the DPW look like in 5 years?

Will the gas pumps located at the old Police Station be moved to the new DPW facility?

- Continued presentation by the DPW Facility Building Committee

Dennis Flynn stated that the Committee has gone through the process.

The Town stated that the DPW should be in place 2020

John Bechard stated that the needs of the DPW employees have been accomplished by needs assessment with current staff(see handout)

The Overall budget of \$11 million is for building and fit out.

The remaining cost is for engineering, project manager fees(based on industry standard)

Reminder that all maintenance of vehicles are maintained by DPW.

Dennis Flynn

Concern over interest costs and bidding costs since the project completion will be in 2020 rates can change and construction climate can change.

The DPW Building Facility Committee has done its due diligence.

Extra heating ,lighting, - additional funds should be quesstimated.

Weston and Sampson, a full service environmental and infrastructure engineering consulting firm, cautioned that many Towns that they have worked with resulting in completed buildings projects could already be too small.

It is a warehouse type of structure with a great deal of activity on the site.

The current facilityof the DPW is not healthy.

Relative to the state of the current DPW facility, what message that we are sending out to the employees that work in that current DPW facility?

Town Clerk Donna Girouard is present to review the following:

- Special Town Meeting: Article 1

This article is a housekeeping issue relative to the amending the Town's By-Laws and the use of handheld voting devices at Town Meeting.

- Annual Town Meeting: Articles 18

New shelving for vault and records room.

It is necessary to replace the shelving in both rooms.

Increase of file room capacity(see handout for shelves description)

A Grant provided an archivist to come in to recommend the storage of files.

The records room holds life span files.

Offsite storage was reviewed.

- Annual Town Meeting: Article 49

Attorney General's office that suggested that we make this change to the bylaw.

- Annual Town Meeting: Article 50

To accept the MGL chapter for free dog licenses to folks over 70.

Peter Collins of the Lake Quinsigamond Commission to review the following:

- Annual Town Meeting: Article 23

Peter Collins is the Chairman of the Lake Quinsigamond Commission, residing in Shrewsbury, MA.

The Commission is a 9 member appointed board from the Towns of Grafton, Shrewsbury and Worcester.

Primary charge: since 1973 monitors safety concerns on the lake and water quality

Lake Quinsigamond is the largest rowing facility east of the Mississippi.

If this article is not approved by all Towns, then the funds in the amount of \$35,000.00(from the Town's who approved this article), will be held for future appropriation.

The preliminary budget has been funded from the collection of fees for docks built on Lake Quinsigamond totaling approximately \$12,000.00 per year.

Concerns:

Evasive weed problem

Nutrient base causes weed problem

Bad news- Grafton areas are also invaded by weed

The Lake Quinsigamond Commission must go to Conservation Commissions before applying pesticides to local waters(ponds)Flint Pond(grafton),

Chemicals, treatments, processes must be approved to work within the permits

National Heritage Corridor is hesitant to allow the chemicals

A larger budget is needed to provide the education and prevention policies to our citizens relative to the use of our waterways.

The Lake Quinsigamond Commission will be back in FY17 for additional funds for this budget.

Close the public hearing

Motion: Sue Robbins moved that the Finance Committee continue the public hearing to Monday, April 25, 2016 at 7:00 P.M. in Conference Room F.

Seconded: Roger Currier. All in favor. Motion carries.

The public hearing of the Finance Committee adjourned at 9:20 P.M.

Continuation of the Public Meeting

Voting and blurb assignment

The following warrant action was taken by the Finance Committee on Thursday, April 14, 2016:

- **Blurb Assignment:**

Special Town Meeting

Susan Fiacco Articles 1-9

Annual Town Meeting

Ed Prisby Articles 50, 51

Sue Robbins, Articles 39, 40, 41, 42, 43, 44, 45, 46, 47, 48

Lisa Brovelli Kelley Articles 6, 38

Skip Currier Articles 7,8,18,20

Susan Fiacco/committee assignment 4/25/16 Article 23 , Article 35

Heather McCue Articles 15, 16

Jenn Dorazio Article 11

Joel Schwendemann Articles 5,9,10

- **Special Town Meeting Warrant**

Article 1**Voted: 4/14/2016**

Motion: Roger Carrier moved that the Finance Committee recommends passage of Article 1 as written.

Seconded: Heather McCue. All in favor. Motion carries

Blurb: Susan

Article 1

Finance Committee recommends passage of Article 1 as written.

This article is a housekeeping article to amend Article 2 Section 15 of the Grafton General By-laws.

Article 2**Voted: 4/14/2016**

Motion: Lisa Brovelli Kelley moved that the Finance Committee recommends passage of Article 2 as written.

Seconded: Roger Carrier. All in favor. Motion carries

Blurb: Susan

Article 2

Finance Committee recommends passage of Article 2 as written.

These transfers result in no additional spending and adjust the FY16 budget to reflect updated estimates and spending within the departments noted. The Finance Committee believes that these transfers appropriately reflect changing circumstances.

Article 3**Voted: 4/14/2016**

Motion: Lisa Brovelli Kelley moved that the Finance Committee recommends passage of Article 3 as written.

Seconded: Roger Carrier. All in favor. Motion carries

Blurb: Susan

Article 3

Finance Committee recommends passage of Article 3 as written.

This article accepts the funds from the Transportation Bond Bill.

Article 4**Vote date: 4/25/2016**

Motion:

Seconded

Blurb: Susan

Article 4

Finance Committee recommends passage of Article 4 as written.

Finance Committee supports Article 4 to balance the FY16 Snow and Ice Account.

Article 5**Voted: 4/14/2016**

Motion: Roger Carrier moved that the Finance Committee recommends passage of Article 5 as written.

Seconded: Heather McCue. All in favor. Motion carries

Blurb: Susan

Article 5

Finance Committee recommends passage of Article 4 as written.

This action requires a nine-tenths vote at Town Meeting.

Article 6

Voted: 4/14/2016

Motion: Roger Carrier moved that the Finance Committee recommends passage of Article 6 as written.

Seconded: Lisa Brovelli Kelley. All in favor. Motion carries.

Blurb: Susan

Article 6

Finance Committee recommends passage of Article 6 as written.

This article funds the Assessor's cyclical revaluation of real and personal property.

Article 7

Voted: 4/14/2016

Motion: Roger Carrier moved that the Finance Committee recommends passage of Article 7 as written.

Seconded: Lisa Brovelli Kelley. All in favor. Motion carries.

Blurb: Susan

Article 7

The Finance Committee recommends passage of Article 7 as written.

This article satisfies the Community Preservation Act requirement to reserve 10% of Community Preservations Act funds for Affordable Housing purposes. It is the result of a larger than expected State match.

Article 8

Voted: 4/14/2016

Motion: Heather McCue moved that the Finance Committee recommends passage of Article 8 as written.

Seconded: Lisa Brovelli Kelley. All in favor. Motion carries.

Blurb: Susan

Article 8

The Finance Committee recommends passage of Article 8 as written.

This article satisfies the Community Preservation Act requirement to reserve 10% of Community Preservations Act funds for Open Space Preservation purposes. It is the result of a larger than expected State match.

Article 9

Voted: 4/14/2016

Motion: Lisa Brovelli Kelley moved that the Finance Committee recommends passage of Article 9 as written.

Seconded: Roger Carrier. All in favor. Motion carries.

Blurb: Susan

Article 9

The Finance Committee recommends passage of Article 9 as written.

This article satisfies the Community Preservation Act requirement to reserve 10% of Community Preservations Act funds for Historic Preservation purposes. It is the result of a larger than expected State match.

- **Annual Town Meeting Warrant**

Article 1**Voted 4/14/2016**

Motion: Lisa Brovelli Kelley moved that the Finance Committee recommend passage of Article 1 as written.

Second: Heather McCue. All in favor. Motion carries

Blurb: Susan

Article 1

The Finance Committee recommends acceptance of the printed annual and any other reports.

Article 2**Voted 4/14/2016**

Motion: Lisa Brovelli Kelley moved that the Finance Committee recommend passage of Article 2 as written.

Second: Heather McCue. All in favor. Motion carries

Blurb: Susan

Article 2

The Finance Committee recommends passage of Article 2.

Article 3**Voted 4/14/2016**

Motion: Roger Currier moved that the Finance Committee recommend passage of Article 3 as written.

Second: Lisa Brovelli Kelley. All in favor. Motion carries.

Blurb: Susan

Article 3

Finance Committee recommends passage of Article 3 in the amount of \$689,507.00.

This article provides the Town's share of the net operating cost of the Blackstone Valley Regional School District for FY17 and reflects a slight decrease in enrollment of Grafton students.

Article 4**Voted 4/14/2016**

Motion: Roger Currier moved that the Finance Committee recommend passage of Article 4 as written.

Second: Sue Robbins. All in favor. Motion carries.

Blurb: Susan

Article 4

Finance Committee recommends passage of Article 4 in the amount of \$54,837.00.

This appropriation will fund the principal and interest cost for the FY17 Blackstone Valley Regional School District capital expansion project.

Article 5

Vote date: 4/25 or 4/27/2016

Motion

Second

Blurb: Joel Schwendemann

Article 6

Vote date: 4/25 or 4/27/2016

Motion

Second

Blurb: Lisa Brovelli Kelley

Article 7

Vote date: 4/25 or 4/27/2016

Motion

Second

Blurb: Skip Currier

Article 8

Vote date: 4/25 or 4/27/2016

Motion

Second

Blurb: Skip Currier

Article 9

Vote date: 4/25 or 4/27/2016

4/14/2016 Action

Discussion

Topics: Spearheaded by Lisa Brovelli Kelley

- Safety stand point and the need to keep employees safe

Occupational Safety and Health Administration (**OSHA**) is a federal organization (part of the Department of Labor) that ensures safe and healthy working conditions for Americans by enforcing standards and providing workplace safety training

- Cost of the new facility
- Adequate building vs. more than adequate building
- Better facility will affect future equipment replacement costs
- Costs to run the new facility

Motion

Second

Blurb: Joel Schwendemann

Article 10

Vote date: 4/25 or 4/27/2016

Motion

Second

Blurb: Joel

Article 11**Voted 4/14/2016**

Motion: Roger Carrier moved that the Finance Committee recommends passage of Article 11 as written.

Second: Lisa Brovelli Kelley. All in favor. Motion carries.

Blurb: Jennifer Dorazio

Article 12**Voted 4/14/2016**

Motion: Heather McCue moved that the Finance Committee recommends passage of Article 12 **as written**.

Second: Roger Carrier. All in favor. Motion carries.

Blurb: Susan

Article 12

Finance Committee recommends passage of Article 12 in an amount **not to exceed \$1,000.00**.

It is important that the Town protect the wages of our Call Fire Department fire fighters in case of injury while in service to the Town.

Article 13**Voted 4/14/2016**

Motion: Roger Carrier moved that the Finance Committee recommends passage of Article 13 as written.

Second: Sue Robbins. All in favor. Motion carries.

Blurb: Susan

Article 13

The Finance Committee recommends passage of Article 13.

This article allows the Treasurer/Collector to conduct routine Town business.

Article 14**Voted: 4/14/2016**

Motion: Lisa Brovelli Kelley moved that the Finance Committee recommends passage of Article 14 as written.

Second: Roger Carrier. All in favor. Motion carries.

Blurb: Susan

Article 14

Finance Committee recommends passage of Article 14 in the amount of \$45,000.00.

This article allows funds to be added to the Unemployment Compensation Account.

Article 15

Vote date: 4/25 or 4/27/2016

Motion

Second

Blurb: Heather McCue

Article 16

Vote date: 4/25 or 4/27/2016

Motion

Second

Blurb: Heather Mccue

Article 17**Voted 4/14/2016**

Motion: Roger Carrier moved that the Finance Committee recommends passage of Article 17 as written.

Second: Heather McCue . All in favor. Motion carries.

Blurb: Susan

Article 17

The Finance Committee recommends passage of Article 17.

This article is an annual authorization to request FY17 WRTA funding of transportation services.

Article 18**Voted: 4/14/2016**

Motion: Roger Carrier moved that the Finance Committee recommends passage of Article 18 as written.

Second: Ed Prisby. All in favor. Motion carries.

Blurb: Roger Carrier

Article 19**Vote date: 4/14/2016**

Motion: Roger Carrier moved that the Finance Committee recommends passage of Article 19 as written.

Second: Lisa Brovelli Kelley. All in favor. Motion carries.

Blurb: Susan

Article 19

Finance Committee recommends passage of Article 19 as written

This article provides additions to the Town's hydrants list from the Grafton Water District.

Article 20**Voted: 4/14/2016**

Motion: Roger Carrier moved that the Finance Committee recommends passage of Article 20 as written.

Second: Sue Robbins. All in favor. Motion carries.

Blurb: Roger Carrier

Article 21**4/14/2016 Discussion**

No action taken. The amount needs to be confirmed.

Vote date: 4/25/2016

Motion

Second

Blurb: Susan

Article 21

Finance Committee recommends passage of Article 21 in the amount of

This article allows the Town to receive Chapter 90 funds as a reimbursement for projects accepted by the provisions of the Transportation Bond Bill. The spending of these funds is under the direction of the Board of Selectmen.

Article 22

Voted 4/14/2016

Motion: Lisa Brovelli Kelley moved that the Finance Committee recommends passage of Article 22 as written.

Second: Jennifer Dorazio. All in favor. Motion carries.

Blurb: Susan

Article 22

The Finance Committee recommends passage of Article 22 as written.

This article allows the Board of Selectmen to conduct routine Town business.

Article 23

Vote 4/25 or 4/27/2016

Motion

Second

Blurb: ?

Article 24

Voted: 4/14/2016

Motion: Roger Currier moved that the Finance Committee recommend passage of Article 24 as written.

Second: Lisa Brovelli Kelley. All in favor. Motion carries.

Blurb: Susan

Article 24

Finance Committee recommends passage of Article 24.

Finance Committee understands that there are may be one surplus item to sell at this time.

(Wood Chipper)

Article 25

Vote date 4/25/16

Motion

Second

Vote date: 4/25/2016

Motion

Seconded

Blurb: Susan?

Article 26

Voted: 4/14/2016

Motion: Lisa Brovelli Kelley moved that the Finance Committee recommends passage of Article 26 as written.

Second: Roger Currier. All in favor. Motion carries.

Blurb: Susan

Article 26

The Finance Committee recommends passage of Article 26.

This is the annual reauthorization of revolving accounts.

Article 27

4/14/2016

Discussion: the TIF Committee will be meeting next week to discuss this particular agreement. Finance Committee would like to know the details of the agreement.

Vote 4/25 or 4/27/2016

Motion

Second

Blurb:

Article 28

Voted: 4/14/2016

Motion: Heather McCue moved that the Finance Committee recommends passage of Article 28 as written.

Seconded: Roger Currier. All in favor. Motion carries.

Blurb: Susan

Article 28

Finance Committee recommends passage of Article 28 as written.

This article is a required transfer of funds from Community Preservation Committee (CPC) revenues into an Operating budget account. This is necessary for the CPC to conduct routine business in FY17.

Article 29

Voted: 4/14/2016

Motion: Lisa Brovelli Kelley moved that the Finance Committee recommends passage of Article 29 as written.

Seconded: Roger Currier. All in favor. Motion carries

Blurb: Susan

Article 29

Finance Committee recommends passage of Article 29 as written.

This article authorizes the CPC to make the FY17 principle and interest payment on the bond issued for the Pell Farm property.

Article 30

Voted: 4/14/2016

Motion: Heather McCue moved that the Finance Committee recommends passage of Article 30 as written.

Seconded: Lisa Brovelli Kelley. All in favor. Motion carries.

Blurb: Susan

Article 30

Finance Committee recommends passage of Article 30 as written.

This article authorizes the CPC to make the FY17 principle and interest payment on the \$1.1 million bond issued for the renovation of the Grafton Town House.

Article 31

Voted: 4/14/2016

Motion: Lisa Brovelli Kelley moved that the Finance Committee recommends passage of Article 31 as written.

Seconded: Roger Currier. All in favor. Motion carries.

Blurb: Susan

Article 31

Finance Committee recommends passage of Article 31 as written.

The funds to support Grafton Affordable Housing Trust activities have been provided by transfers from the CPA Affordable Housing Reserve over several years.

Article 32

Voted: 4/14/2016

Motion: Roger Currier moved that the Finance Committee recommends passage of Article 32 as written.

Seconded: Lisa Brovelli Kelley. All in favor. Motion carries.

Blurb: Susan

Article 32

Finance Committee recommends passage of Article 32 as written.

This article provides historical preservation funds for the purpose of restoring the Cisco Homestead.

Article 33

Voted: 4/14/2016

Motion: Roger Currier moved that the Finance Committee recommends passage of Article 33 as written.

Seconded: Heather McCue. All in favor. Motion carries.

Blurb: Susan

Article 33

Finance Committee recommends passage of Article 33 as written.

This article extends the time allotted for the Textile and Shoe Conservation Project to be completed.

Article 34

Voted: 4/14/2016

Motion: Lisa Brovelli Kelley moved that the Finance Committee recommends passage of Article 34 as written.

Seconded: Roger Currier. All in favor. Motion carries.

Blurb: Susan

Article 34

Finance Committee recommends passage of Article 34 as written.

This article allows Silver Lake Beach improvements funded by CPC funds.

Article 35

Voted: 4/14/2016

Planning Board will be in on Monday, April 25, 2016 at 7:15 P.M.

Motion: Lisa Brovelli Kelley moved that the Finance Committee recommends passage of Article 35 as written.

Seconded: Roger Currier. All in favor. Motion carries.

Blurb: Susan

Article 35

Finance Committee recommends passage of Article 35 as written.

Article 36

Voted: 4/14/2016

Motion: Lisa Brovelli Kelley moved that the Finance Committee recommends passage of Article 36 as written.

Seconded: Heather McCue. Motion carries with one(1) abstention from Roger Currier

Blurb: Susan(Needs more wording)

Article 37

4/25/2016: Planning Board will be in to discuss this article.

Voted: 4/14/2016

Motion: Roger Currier moved that the Finance Committee recommends passage of Article 37 as written.

Seconded: Lisa Brovelli Kelley. All in favor. Motion carries.

Blurb: Susan

Article 37

Finance Committee recommends passage of Article 37 as written

This article provides CPC funds with a feasibility study to review a River Walk area at Fisherville Mill.

Article 38

4/14/2016 Discussion:

The hours have been capped at 1,000 hours.

Confirmation that this is less than \$10.00 per hour

The Senior Program is always in demand.

Vote: 4/25 or 4/27/2016

Motion:

Seconded

Blurb: Lisa Brovelli Kelley

Article 39

Vote 4/25 or 4/27/2016

Motion

Second

Blurb: Sue Robbins

Article 40

Vote 4/25 or 4/27/2016

Motion

Second

Blurb: Sue Robbins

Article 41

Vote 4/25 or 4/27/2016

Motion

Second

Blurb: Sue Robbins

Article 42

Vote 4/25 or 4/27/2016

Motion

Second

Blurb: Sue Robbins

Article 43

Vote 4/25 or 4/27/2016

Motion

Second

Blurb: Sue Robbins

Article 44

Vote 4/25 or 4/27/2016

Motion

Second

Blurb: Sue Robbins

Article 45

Vote 4/25 or 4/27/2016

Motion

Second

Blurb: Sue Robbins

Article 46

Vote 4/25 or 4/27/2016

Motion

Second

Blurb: Sue Robbins

Article 47

Vote 4/25 or 4/27/2016

Motion

Second

Blurb: Sue Robbins

Article 48

Vote 4/25 or 4/27/2016

Motion

Second

Blurb: Sue Robbins

Article 49

Voted: 4/14/2016

Motion: Lisa Brovelli Kelley moved that the Finance Committee recommends passage of Article 49 as written.

Seconded: Roger Currier. All in favor. Motion carries.

Blurb: Susan

Article 49

Finance Committee recommends passage of Article 49 as written.

This article is a housekeeping article that allows the Town Clerk to make clerical changes where necessary.

Article 50

Voted: 4/14/2016

Motion: Roger Carrier moved that the Finance Committee recommends passage of Article 50 as written

Seconded: Lisa Brovelli Kelley. All in favor. Motion carries.

Blurb: Ed Prisby

Article 51

Voted: 4/14/2016

Motion: Sue Robbins moved that the Finance Committee recommends passage of Article 51 as written.

Seconded: Lisa Brovelli Kelley. All in favor. Motion carries.

Blurb: Ed Prisby

Further Discussion of Annual Article 9

DPW building

Lisa Brovelli Kelley

the price is high

she supports it for safety reasons.

The project should go forward but not make a recommendation to support the article and support the concept.

Sue Robbins

everyone struggled with the figures on the DPW facility building committee

If we gave the town a smaller number it would be a smaller building and it would not meet the needs of the DPW.

Vehicle storage, vehicle warm up- efficiency issues.

Jennifer Dorazio

What is the cost of the building to operate-

Truck replacement

What will the cost of inflation be

cost per square foot

Points needed for the DPW " sales presentation" it needs to be a finance focus.

Heather McCue

how do we express to the committee the focus:

Component of savings

Taxes issue.

Sue Robbins

will take back the information to the DPW building committee.

Joel Schwendemann

These issues comes from decades of ignoring Town issues and identifying the growing pains in Grafton.

This has been a 20 year discussion

DPW Committee has done more than any other project.

The Committee has done their due diligence.

State of the Town Message

Joel Schwendemann reminded the Finance Committee members to send information to him prior to the April 25, 2016 public meeting/public hearing.

Reorganization of the Finance Committee

Brief discussion. No action taken.

Adjournment

Motion: Lisa Brovelli Kelley moved that the Finance Committee close its public meeting.

Seconded: Sue Robbins. All in favor. Motion carries.

The public meeting of the Finance Committee adjourned at 10:26 P.M.

Respectfully submitted,

Susan Fiacco



FINANCE COMMITTEE

Town of Grafton
30 Providence Road
Grafton, MA 01519
(508) 839-5335 x 1167
www.grafton-ma.gov

PLEASE SIGN IN

Thursday, April 14, 2016

Public Hearing

Sign in Sheet

Name

Address

Warrant article that you are interested in:

Dennis D. Flynn 102 Upton St. DPW 1

BOB ROSKIE 14 GLENWOOD LANE DPW

Jim Moran 162 BRILHA-HILL DPW

John Beckham 3 Countryside Rd DPW

Diana Leonard 177 Pleasant St Town Clerk

31 Flagg Rd
Shrewsbury LAC